



**COMMISSIONERS COURT  
COMMUNICATION**

COURT ORDER NUMBER 145635

PAGE 1 OF 8

DATE: 8/5/2025

**SUBJECT: RFP NO. 2022-120 - ANNUAL CONTRACT FOR SELF-INSURED WORKERS' COMPENSATION PROGRAM CLAIMS ADMINISTRATION, COST CONTAINMENT, 504 PROGRAM ADMINISTRATION, AND/OR MEDICAL CASE MANAGEMENT - BUDGET AND RISK MANAGEMENT - VARIOUS VENDORS - EXERCISE FIRST OPTION FOR RENEWAL - SAME CONTRACT TERMS**

**\*\*\* CONSENT AGENDA \*\*\***

**COMMISSIONERS COURT ACTION REQUESTED**

It is requested that the Commissioners Court approve renewal of RFP No. 2022-120, Annual Contract for Self-Insured Workers' Compensation Program Claims Administration, Cost Containment, 504 Program Administration, and/or Medical Case Management, for the first optional twelve (12) month period at the per contract terms.

**BACKGROUND**

On August 16, 2022, the Commissioners Court, through Court Order #138859, awarded RFP No. 2022-120, Annual Contract for Self-Insured Workers' Compensation Program Claims Administration, Cost Containment, 504 Program Administration, and/or Medical Case Management, for Human Resources, to the following vendors:

Primary        Sedgwick Claims Management Services, Inc.  
Secondary     TRISTAR Claims Management Services, Inc.

The awards were based upon evaluation criteria set forth in the RFP specifications and contained options to renew for two (2) additional twelve (12) month periods.

Ownership of this contract is now with Budget and Risk Management. The purpose of the contract is to provide essential services including claims management, regulatory compliance, and medical cost containment, ensuring timely and effective support for injured employees while protecting the County's financial and legal interests. Renewal of the contract will maintain continuity of service and support the County's commitment to employee health, safety, and risk management.

The vendors notified Purchasing in writing that their prices will remain firm through August 31, 2026. Budget and Risk Management notified Purchasing in writing that they are pleased with the vendors and want to renew.

|              |            |              |                                   |
|--------------|------------|--------------|-----------------------------------|
| SUBMITTED BY | Purchasing | PREPARED BY: | Teresa Ralls                      |
|              |            | APPROVED BY: | Christopher Lax, CPSM, CPSD, CPCP |



# COMMISSIONERS COURT COMMUNICATION

REFERENCE NUMBER: 145635 DATE: 8/5/2025 PAGE 2 OF 8

Therefore, it is the joint recommendation of Budget and Risk Management and Purchasing that the Commissioners Court approve renewal of RFP No. 2022-120, Annual Contract for Self-Insured Workers' Compensation Program Claims Administration, Cost Containment, 504 Program Administration, and/or Medical Case Management, for another twelve (12) month period.

## **FISCAL IMPACT**

Expenses for the last twelve (12) months were \$380,989.00. Funding is available in account 61900-2025 Self Insurance-Workers' Compensation/1911000000 Workers' Compensation/569011 Professional Services.



TARRANT COUNTY PURCHASING DEPARTMENT

100 E. Weatherford St. #303 • Fort Worth, TX 76196 • (817) 884-1414 • (817) 884-2629 (Fax)

Melissa Lee, C.P.M., A.P.P.  
Purchasing Agent

Chris Lax, MS.SCM, CPSM, CPSD, CPCP  
Assistant Purchasing Agent

May 21, 2025

J. Edward Peel  
Sedgwick Claims Management Services, Inc.

Re: RFP No. 2022-120 – Annual Contract for Self-Insured Workers' Compensation Program Claims Administration, Cost Containment, 504 Program Administration, and/or Medical Case Management

Dear Mr. Peel:

Referenced bid was for thirty-six (36) months with two (2) options to renew for an additional twelve (12) months each. The original contract was for the period of September 1, 2022 through August 31, 2025. The effective dates for the first renewal option will run from September 1, 2025 through August 31, 2026.

Tarrant County Purchasing Department hereby extends an invitation to Sedgwick Claims Management Services, Inc. to accept the first option for an additional one (1) year period as the primary vendor for this bid as awarded on August 16, 2022. Sedgwick Claims Management Services, Inc. acknowledges formal renewal of the option, and any contract is contingent upon review and approval by the Tarrant County Commissioners Court at a later date. Please mark the appropriate response below and provide your signature above your printed name. All prices must remain firm for the optional renewal period through August 31, 2026.

Yes, Sedgwick Claims Management Services, Inc. will accept the offer to extend the same contract terms through August 31, 2026. **Please include a current 1295 Form with your response.**

No, Sedgwick Claims Management Services, Inc. will NOT accept the offer to extend the same contract terms through August 31, 2026.

Please email your signed response.

Sincerely,

Handwritten signature of Teresa Ralls in cursive script.

\_\_\_\_\_  
Teresa Ralls  
Senior Buyer  
Tarrant County Purchasing

Handwritten signature of J. Edward Peel in cursive script.

\_\_\_\_\_  
J. Edward Peel  
VP Senior Corporate Counsel  
Sedgwick Claims Management  
Services, Inc.

\_\_\_\_\_  
May 21, 2025

\_\_\_\_\_  
Date



TARRANT COUNTY PURCHASING DEPARTMENT

100 E. Weatherford St. #303 • Fort Worth, TX 76196 • (817) 884-1414 • (817) 884-2629 (Fax)

Melissa Lee, C.P.M., A.P.P.  
Purchasing Agent

Chris Lax, MS.SCM, CPSM, CPSD, CPCP  
Assistant Purchasing Agent

May 21, 2025

Jimmy Dyer  
TRISTAR Claims Management Services, Inc.

Re: RFP No. 2022-120 – Annual Contract for Self-Insured Workers' Compensation Program Claims Administration, Cost Containment, 504 Program Administration, and/or Medical Case Management

Dear Mr. Dyer:

Referenced bid was for thirty-six (36) months with two (2) options to renew for an additional twelve (12) months each. The original contract was for the period of September 1, 2022 through August 31, 2025. The effective dates for the first renewal option will run from September 1, 2025 through August 31, 2026.

Tarrant County Purchasing Department hereby extends an invitation to TRISTAR Claims Management Services, Inc. to accept the first option for an additional one (1) year period as the secondary vendor for this bid as awarded on August 16, 2022. TRISTAR Claims Management Services, Inc. acknowledges formal renewal of the option, and any contract is contingent upon review and approval by the Tarrant County Commissioners Court at a later date. Please mark the appropriate response below and provide your signature above your printed name. All prices must remain firm for the optional renewal period through August 31, 2026.

Yes, TRISTAR Claims Management Services, Inc. will accept the offer to extend the same contract terms through August 31, 2026. **Please include a current 1295 Form with your response.**

No, TRISTAR Claims Management Services, Inc. will NOT accept the offer to extend the same contract terms through August 31, 2026.

Please email your signed response.

Sincerely,

Handwritten signature of the Senior Buyer, appearing to read "Susan Kells".

Senior Buyer  
Tarrant County Purchasing

Handwritten signature of Jimmy Dyer.

Jimmy Dyer  
TRISTAR Claims Management  
Services, Inc.

6/11/2025

Date

# Memorandum

**To:** Travis Yarbrough  
**Dept:** Budget and Risk Management  
**From:** Teresa Ralls, Sr. Buyer, Purchasing Department  
**Date:** May 9, 2025

**Re:** Renewal of RFP 2022-120, Annual Contract for Self-Insured Workers' Compensation Program Claims Administration, Cost Containment, 504 Program Administration, and/or Medical Case Management.

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The above referenced contract will expire on August 31, 2025. This contract included two (2) options to renew with the vendor for additional twelve (12) month terms. The first renewal term would commence September 1, 2025, and would expire August 31, 2026.

If you wish to exercise this option to renew and continue this contract with the vendor listed below for twelve more months, please check the appropriate item and email this form back to me by May 13, 2025:

Primary Sedgwick Claims Management Services, Inc.  
Secondary TRISTAR Claims Management Services, Inc.



Yes, I wish to continue the current contract with the above-mentioned vendors for the first renewal term of the contract.

Funds to support this contract will be provided by the following accounts:

61900-2025



No, I do not wish to continue the current contract with the above-mentioned vendor for the following reason(s).

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SIGNATURE: Travis Yarbrough

Digitally signed by Travis Yarbrough  
Date: 2025.05.09 10:43:40 -05'00'

DATE: \_\_\_\_\_

**RFP 2022-120 ANNUAL CONTRACT FOR SELF-INSURED WORKERS' COMPENSATION PROGRAM CLAIMS ADMINISTRATION, COST CONTAINMENT, 504 PROGRAM ADMINISTRATION, AND/OR MEDICAL CASE MANAGEMENT**

**BUNDLED PRICING SCORES**

| EVALUATION CRITERIA                 | MAX POINTS | SECONDARY AWARD  | PRIMARY AWARD  |
|-------------------------------------|------------|--|--|
| GENERAL INFORMATION                 | 200        | TRISTAR Claims Management Services Corpus Christi, TX HUB - No | Sedgwick Claims Management Services, Inc. Memphis, TN HUB - No |
| SECTION 1 - CLAIMS ADMINISTRATION   | 100        | 129.58   | AS&G Claims Administration, Inc. Houston, TX HUB - No          |
| SECTION 2 - COST CONTAINMENT        | 100        | 40.35  | 134.12   |
| SECTION 3 - 504 PROGRAM             | 100        | 37.21  | 41.04  |
| SECTION 4 - MEDICAL CASE MANAGEMENT | 100        | 36.94  | 43.56  |
| REFERENCES                          | 100        | 39.68  | 42.81  |
| PRICE FOR ALL SECTIONS              | 300        | 60.00  | 43.31  |
| TOTAL                               | 1000       | 291.47   | 60.00  |
|                                     |            | 635.24   | 300.00   |
|                                     |            |  | 664.84   |
|                                     |            |  | 340.72   |
|                                     |            |  | 339.63   |
|                                     |            |  | 126.77   |
|                                     |            |  | 40.47  |
|                                     |            |  | 40.08  |
|                                     |            |  | 32.18  |
|                                     |            |  | 40.14  |
|                                     |            |  | 60.00  |
|                                     |            |  | *  |
|                                     |            |  | *  |

\*Vendor did not offer bundled pricing.  
No Bid: Texas Association of Counties

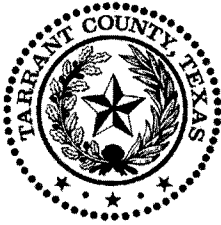
**RFP 2022-120 ANNUAL CONTRACT FOR SELF-INSURED WORKERS' COMPENSATION PROGRAM CLAIMS ADMINISTRATION, COST CONTAINMENT, 504 PROGRAM ADMINISTRATION, AND/OR MEDICAL CASE MANAGEMENT**

**INITIAL SCORES - A LA CARTE PRICING**

| EVALUATION CRITERIA                 | MAX POINTS | TRISTAR Claims Management Services<br>Corpus Christi, TX<br>HUB - No | Sedgwick Claims Management Services, Inc.<br>Memphis, TN<br>HUB - No | AS&G Claims Administration, Inc.<br>Houston, TX<br>HUB - No | Cannon Cochran Management Services, Inc.<br>Danville, IL<br>HUB - No | Medicus RX Pharmacy, Inc.<br>dba MedicusRx<br>Houston, TX<br>HUB - Yes | Davies Claims Solutions, LLC<br>Nashville, TN<br>HUB - No |
|-------------------------------------|------------|--|--|---|--|--|---|
| GENERAL INFORMATION                 | 200        | 129.58   | 134.12   | 126.00  | 126.77   | 118.91   | 117.28  |
| SECTION 1 - CLAIMS ADMINISTRATION   | 100        | 40.35  | 41.04  | 36.98   | 40.47  | 33.24  | 37.14   |
| SECTION 2 - COST CONTAINMENT        | 100        | 37.21  | 43.56  | 38.58   | 40.08  | 32.68  | 37.18   |
| SECTION 3 - 504 PROGRAM             | 100        | 36.94  | 42.81  | 38.34   | 32.18  | NO BID   | NO BID  |
| SECTION 4 - MEDICAL CASE MANAGEMENT | 100        | 39.68  | 43.31  | 40.82   | 40.14  | 26.04  | 37.10   |
| REFERENCES                          | 100        | 60.00  | 60.00  | 60.00   | 60.00  | 0.00   | 50.00   |
| PRICE FOR ALL SECTIONS              | 300        | 295.01   | 291.83   | 295.38  | 300.00   | *  | *   |
| TOTAL                               | 1000       | 638.78   | 656.67   | 636.10  | 639.63   | 210.87   | 278.70  |

\*Price score not calculated because vendor did not bid on all sections.

No Bid: Texas Association of Counties



## TAKINGS IMPACT ASSESSMENT CHECKLIST

Complete this form for any county action that involves the adoption of a regulation, policy, guideline, court resolution, or order.

Project/Regulation Name: RFP No. 2022-120 - Annual Contract for Self-Insured Workers' Compensation Program Claims Administration, Cost Containment, 504 Program Administration, and/or Medical Case Management - Budget and Risk Management - Various Vendors - Exercise First Option for Renewal - Same Contract Terms

County Department: PURCHASING

Contact Person: Melissa Lee, C.P.M., A.P.P.

Phone Number for Contact Person: (817) 884-3245

Type of TIA Performed: SHORT TIA or FULL TIA. Circle one after answering the questions in Sections II and III below.

\*\*\*\*\*

### I. Stated Purpose

Attach to this checklist an explanation of the purpose of the regulation, policy, guideline, court resolution, or order.

\*\*\*\*\*

**Note: The remainder of this Takings Impact Assessment Checklist should be completed in consultation with the Criminal District Attorney's Office.**

### II. Potential Effect on Private Real Property

1. Does the county action require a physical invasion, occupation, or dedication of real property?

Yes \_\_\_\_\_ No √

2. Does the county action limit or restrict a real property right, even partially, or temporarily?

Yes \_\_\_\_\_ No √

If you answered yes to either question, go to Section III. If you answered no to both, STOP HERE and circle SHORT TIA at the top of the form.

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